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FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA

**COMPONENT UNIT FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT**

JUNE 30, 2001

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 11/07/01

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**COMPONENT UNIT FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2001
WITH SUPPLEMENTAL INFORMATION SCHEDULES**

C O N T E N T S

	<u>Statement</u>	<u>Page</u>
INDEPENDENT AUDITORS' REPORT		1
COMPONENT UNIT FINANCIAL STATEMENTS:		
Combined Balance Sheet - All Fund Types and General Fixed Asset Account	A	3
Combined Statement of Revenues, Expenditures, and Changes in Fund Balance	B	4
Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Budget (GAAP Basis) and Actual: General and Special Revenue Funds	C	5
Notes to Financial Statements		6
SUPPLEMENTARY INFORMATION		
FINANCIAL STATEMENTS OF INDIVIDUAL FUNDS AND ACCOUNT GROUPS		
General Fund:		
Comparative balance sheets		22
Statements of revenues, expenditures and changes in fund balance - budget (GAAP basis) and actual		23
Special Revenue Funds:		
Combining balance sheets		25
Combining schedule of revenues, expenditures and changes in fund balance		26
Combining schedule of revenues, expenditures and changes in fund balance - budget (GAAP basis) and actual - by fund		27
Fiduciary Fund (Agency Fund):		
Combining balance sheets		29
Schedule of changes in deposits due others		30
General Fixed Assets Account Group:		
Comparative statements of general fixed assets		32
Statement of changes in general fixed assets		33
Schedule of Judges		34
REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS		35
SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2001		36
SCHEDULE OF PRIOR YEAR FINDS FOR THE YEAR ENDED JUNE 30, 2001		37

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INDEPENDENT AUDITORS' REPORT

**The Honorable Benjamin Jones, Chief Judge
Fourth Judicial District Court
Judicial Expense Fund
Monroe, Louisiana**

We have audited the accompanying component unit financial statements of the Fourth Judicial District Court, Judicial Expense Fund (a governmental entity) and a component unit of the Ouachita Parish Police Jury, as of and for the year ended June 30, 2001, as listed in the table of contents. These financial statements are the responsibility of the Fourth Judicial District Court, Judicial Expense Fund's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the component unit financial statements referred to above present fairly, in all material respects, the financial position of the Fourth Judicial District Court, Judicial Expense Fund as of June 30, 2001, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 20, 2001, on our consideration of the Fourth Judicial District Court, Judicial Expense Fund's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The other supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the component unit financial statements of the Fourth Judicial District Court, Judicial Expense Fund. Such information has been subjected to the auditing procedures applied in the audit of the component unit financial statements and, in our opinion, is fairly presented in all material respects in relation to the component unit financial statements taken as a whole.

Cameron, Hines & Hartt (APAC)

**West Monroe, Louisiana
September 20, 2001**

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**COMPONENT UNIT FINANCIAL STATEMENTS
(Combined Statements - Overview)**

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**ALL FUND TYPES AND ACCOUNT GROUPS
COMBINED BALANCE SHEET, JUNE 30, 2001**

	<u>Governmental Funds</u>		<u>Fiduciary Funds</u>	<u>Account Groups</u>	<u>Totals</u>	
	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Agency Funds</u>	<u>General Fixed Assets</u>	<u>(Memorandum Only)</u> <u>June 30, 2001</u> <u>June 30, 2000</u>	
ASSETS						
Assets:						
Cash and cash equivalents	\$ 364,371	\$ 570,628	\$ 50	\$	\$ 935,049	\$ 1,520,865
Investment-LAMP	100,519	1,023,291			1,123,810	297,235
Due from other governmental units	31,136	46,124			77,260	55,209
Equipment and furnishings				433,180	433,180	404,567
Prepaid expenses and deposits		450			450	768
Total assets	\$ 496,026	\$ 1,640,493	\$ 50	\$ 433,180	\$ 2,569,749	\$ 2,278,644
LIABILITIES AND FUND EQUITY						
Liabilities:						
Accounts and other payables	\$ 4,892	\$ 11,433	\$	\$	\$ 16,325	\$ 20,972
Due to State of Louisiana benefits plan	304				304	
Due to other governmental units	22,098	22,328			44,426	27,430
Deposits due others			50		50	42
Compensated absences	3,123	28,610			31,733	14,600
Total liabilities	\$ 30,417	\$ 62,371	\$ 50	\$	\$ 92,838	\$ 63,044
Fund Equity:						
Investment in general fixed assets	\$	\$	\$	\$ 433,180	\$ 433,180	\$ 404,567
Fund balances						
Unreserved						
Undesignated	464,543	1,578,122			2,042,665	1,751,418
Designated	1,066				1,066	59,615
Total fund equity	\$ 465,609	\$ 1,578,122	\$	\$ 433,180	\$ 2,476,911	\$ 2,215,600
Total liabilities and fund equity	\$ 496,026	\$ 1,640,493	\$ 50	\$ 433,180	\$ 2,569,749	\$ 2,278,644

The accompanying notes are an integral part of this financial statement.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**GOVERNMENTAL FUNDS
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2001
WITH COMPARABLE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 2000**

	General Fund	Special Revenue Funds	Totals (Memorandum Only)	
			June 30, 2001	June 30, 2000
REVENUES				
Court fees	\$ 229,152	\$ 664,432	\$ 893,584	\$ 862,868
Addictive disorder receipts		75,000	75,000	
Grant revenue	44,545		44,545	26,322
Interest income	25,717	83,137	108,854	87,245
Other income	88	3	91	2,035
Total revenues	<u>\$ 299,502</u>	<u>\$ 822,572</u>	<u>\$ 1,122,074</u>	<u>\$ 978,470</u>
EXPENDITURES				
Current				
General government				
Asset expenditures	\$ 26,110	\$ 2,500	\$ 28,610	\$ 38,514
Court reporter	4,363		4,363	3,574
Insurance	8,366	48,507	56,873	59,644
Internet access	2,040	2,320	4,360	3,202
Miscellaneous	1,143	1,825	2,968	3,404
Office supplies and postage	9,276	33,009	42,285	24,032
Payroll taxes	2,517	6,943	9,460	10,279
Professional fees	72,842	104,518	177,360	160,163
Reference materials and dues	7,218	4,770	11,988	33,035
Rent	10,861	41,943	52,804	54,918
Repairs, maintenance and warranty	4,274	5,771	10,045	16,438
Retirement	10,133	30,997	41,130	40,805
Salaries	77,771	344,704	422,475	402,375
Seminars, meetings, travel and training	16,046	7,856	23,902	11,234
Telephone	828	2,542	3,370	1,188
Utilities		406	406	1,694
Total expenditures	<u>\$ 253,788</u>	<u>\$ 638,611</u>	<u>\$ 892,399</u>	<u>\$ 864,499</u>
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	<u>\$ 45,714</u>	<u>\$ 183,961</u>	<u>\$ 229,675</u>	<u>\$ 113,971</u>
OTHER FINANCING SOURCES (USES)	<u>\$ 0</u>	<u>\$ 3,023</u>	<u>\$ 3,023</u>	<u>\$ 0</u>
EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>\$ 45,714</u>	<u>\$ 186,984</u>	<u>\$ 232,698</u>	<u>\$ 113,971</u>
FUND BALANCE - BEGINNING	<u>419,895</u>	<u>1,391,138</u>	<u>1,811,033</u>	<u>1,697,062</u>
FUND BALANCE - ENDING	<u>\$ 465,609</u>	<u>\$ 1,578,122</u>	<u>\$ 2,043,731</u>	<u>\$ 1,811,033</u>

The accompanying notes are an integral part of this financial statement.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**GOVERNMENTAL FUNDS
GENERAL AND SPECIAL REVENUE FUNDS
COMBINED STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2001**

	GENERAL FUND				SPECIAL REVENUE FUND			
	2001		Variance Favorable (Unfavorable)	2000 (Memo- random Only)	2001		Variance Favorable (Unfavorable)	2000 (Memo- random Only)
	(Amended June, 2001) Budget	Actual			(Amended June, 2001) Budget	Actual		
REVENUES								
Court fees	\$ 229,901	\$ 229,152	\$ (749)	\$ 228,036	\$ 620,230	\$ 664,432	\$ 44,202	\$ 634,832
Addictive disorder receipts					75,000	75,000		
Grant revenue	44,470	44,545	75	26,322				
Interest income	26,813	25,717	(1,096)	19,082	85,296	83,137	(2,159)	68,163
Other income	1,425	88	(1,337)	2,009	3	3		26
Total revenues	\$ 302,609	\$ 299,502	\$ (3,107)	\$ 275,449	\$ 780,529	\$ 822,572	\$ 42,043	\$ 703,021
EXPENDITURES								
Current								
General government								
Asset expenditures	\$ 25,229	\$ 26,110	\$ (881)	\$ 26,513	\$ 1,137	\$ 2,500	\$ (1,363)	\$ 12,001
Court reporter	4,980	4,363	617	3,574				
Insurance	8,528	8,366	162	6,524	51,823	48,507	3,316	53,120
Internet access	2,390	2,040	350	1,716	2,320	2,320		1,486
Miscellaneous	1,390	1,143	247	396	1,043	1,825	(782)	3,008
Office supplies and postage	11,155	9,276	1,879	9,758	19,944	33,009	(13,065)	14,274
Payroll taxes	2,514	2,517	(3)	2,885	10,647	6,943	3,704	7,394
Professional fees	65,916	72,842	(6,926)	88,934	107,378	104,518	2,860	71,229
Reference materials and dues	6,995	7,218	(223)	2,428	1,574	4,770	(3,196)	30,607
Rent	11,185	10,861	324	10,913	43,667	41,943	1,724	44,005
Repairs, maintenance and warranty	3,977	4,274	(297)	6,550	4,068	5,771	(1,703)	9,888
Retirement	9,822	10,133	(311)	9,453	31,459	30,997	462	31,352
Salaries	75,556	77,771	(2,215)	76,725	317,687	344,704	(27,017)	325,650
Seminars, meetings, travel and training	23,782	16,046	7,736	7,818	6,959	7,856	(897)	3,416
Telephone	838	828	10	538	4,103	2,542	1,561	650
Utilities					125	406	(281)	1,694
Total expenditures	\$ 254,257	\$ 253,788	\$ 469	\$ 254,725	\$ 603,934	\$ 638,611	\$(34,677)	\$ 609,774
EXCESS OF REVENUES OVER EXPENDITURES	\$ 48,352	\$ 45,714	\$ (2,638)	\$ 20,724	\$ 176,595	\$ 183,961	\$ 7,366	\$ 93,247
OTHER FINANCING SOURCES								
Operating transfers in	\$	\$	\$	\$	\$	\$ 3,023	\$ 3,023	\$
Operating transfers out						0		
Total other financing sources (uses)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,023	\$ 3,023	\$ 0
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$ 48,352	\$ 45,714	\$ (2,638)	\$ 20,724	\$ 176,595	\$ 186,984	\$ 10,389	\$ 93,247
FUND BALANCE - BEGINNING	419,895	419,895		399,171	1,391,138	1,391,138		1,297,891
FUND BALANCE - ENDING	\$ 468,247	\$ 465,609	\$ (2,638)	\$ 419,895	\$1,567,733	\$1,578,122	\$ 10,389	\$1,391,138

The accompanying notes are an integral part of this financial statement.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Fourth Judicial District Court, General Fund (Judicial Expense Fund), was created under the Act No. 52 of 1984, effective on the 60th day after final adjournment of the 1984 legislative session of the State of Louisiana. The effective date of funding was set on November 1, 1984.

The purpose of the fund is to provide sufficient funding to expedite efficient operation of the court. In general, the fund is established and may be used for any purpose or purposes connected with, incidental to or related to the proper administration of the court.

The Fourth Judicial District Court, Special Revenue Fund (Child Support), authority was created under the Act No. 517 of 1986, effective within one year after final adjournment of the 1986 legislative session of the State of Louisiana. In accordance with Louisiana Revised Statutes, § 46: 236.5 the Fourth Judicial District Court implemented this process beginning November 1, 1990.

The purpose of the fund is to provide an expedited process for establishment and enforcement of support obligations which are brought by the Department of Health and Human Resources. Revenues are to be expended to administer the proceedings related to the expedited process.

The Fourth Judicial District Court, Special Revenue Fund (Misdemeanor Probation), authority was created under the Louisiana Code of Criminal Procedure Article 895.1C. The Fourth Judicial District Court issued an order signed en banc February 26, 1993 implementing this process.

The purpose of the fund is to provide misdemeanor probation services by collecting monthly fines for establishment and enforcement of the probationary period. Revenues are to be expended to administer the proceedings related to the probation process.

The Fourth Judicial District Court, Special Revenue Fund (Drug Court), authority was created under the Louisiana Code of Criminal Procedure Article 193 and Article 18 by Rule XI of this court. The drug treatment and probation program shall be established in accordance with the provisions of LSAR.5.13:5301-5304. The Fourth Judicial District Court issued an order signed en banc February 4, 2000 implementing the process effective January 1, 2000.

The purpose of the fund is to administer drug offense charges. Revenues are to be expended to administer the monitoring, counseling, and enforcement of drug offense probation.

The accounting and reporting policies of the Fourth Judicial Court, Judicial Expense Fund conform to generally accepted accounting principles as applicable to governments. Such accounting and reporting procedures also conform to the requirements of Louisiana Municipal Audit and Accounting Guide, the industry audit guide, Audits of State and Local Governmental Units; Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, and/or, where applicable, Public Law 98-502, the Single Audit Act of 1996, and OMB Circular A-133.

The following is a summary of certain significant accounting policies:

Financial Reporting Entity:

This report includes the General Fund (Judicial Expense Fund), Special Revenue Funds (Child Support Fund, Misdemeanor Probation Fund and Drug Court Fund), Agency Funds, and Account Group (General Fixed Assets), which are controlled by the Fourth Judicial District Court (Chief Judge and Judges) but determined to be a component unit of the Ouachita Parish Police Jury. The Ouachita Parish Police Jury has significant control over the Judicial Expense Fund in the area of necessary capital outlay. The Ouachita Parish Police Jury would present this component unit in a discreet presentation format if it were included in their financial statements. The funds and account group are administered by the Court Administrator.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Reporting Entity

For financial reporting purposes, in conformity with the Governmental Accounting Standards Board (GASB), the Judicial Expense Fund and Child Support is a part of the Fourth Judicial District Court, a component of the Ouachita Parish Police Jury judicial system. The financial reporting entity consists of (a) the primary government (Ouachita Parish Police Jury), (b) organization for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Ouachita Parish Police Jury for financial reporting purposes. The basis criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability.

This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the Ouachita Parish Police Jury to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Ouachita Parish Police Jury.
2. Organizations for which the Ouachita Parish Police Jury does not appoint a voting majority but are fiscally dependent on the Ouachita Parish Police Jury.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the Ouachita Parish Police Jury provides for the operation and maintenance of the Courtroom and office space of the Judges in its parish courthouse, the Fourth Judicial District Court was determined to be a component unit of the Ouachita Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the Fourth Judicial District Court and do not present information on the Ouachita Parish Police Jury, the general government services provided by that governmental unit or the other governmental units that comprise the financial reporting entity.

Fund Accounting: The accounts of the Fourth Judicial District Court, Judicial Expense Fund are organized on the basis of funds and account groups, each of which is considered a separate accounting entity, if applicable. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The funds and account group in the financial statements are as follows:

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Governmental Funds

General Fund (Judicial Expense Fund)

The General Fund is the general operating fund of the Fourth Judicial District Court. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The following are Special Revenue Funds of Fourth Judicial District Court:

Child Support Fund - The purpose of this fund is to provide an expedited process for the establishment and enforcement of support obligations which are brought by the Department of Health and Human Resources. Revenues are to be expended to administer the proceedings related to the expedited process.

Misdemeanor Probation Fund - The purpose of this fund is to administer supervised probation for misdemeanor charges. Revenues are to be expended to administer the proceedings related to the enforcement and monitoring misdemeanor probation.

Drug Court Fund - The purpose of this fund is to administer drug offense charges. Revenues are to be expended to administer the monitoring, counseling, and enforcement of drug offense probation.

Fiduciary Funds

Agency Funds

The Agency Funds are accounts with assets held by the Fourth Judicial District Court on behalf of others as their agent. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Child Support - Department of Health and Human Resources Fund. The purpose of this fund is to provide an expedited process for the establishment and enforcement of support obligations which are brought by the Department of Health and Human Resources. Receipts less a fee, determined by law, are remitted daily to the Department of Health and Human Resources, State of Louisiana.

Misdemeanor Probation - Indigent Defender Board Fund. The purpose of this fund is to administer supervised probation for misdemeanor charges. Receipts on behalf of the Indigent Defender Board are remitted daily to the Indigent Defender Board, Fourth District Court.

Misdemeanor Probation - Fines Fund. The purpose of this fund is to administer supervised probation for misdemeanor charges. Receipts on behalf of the Ouachita Parish Sheriff's Office are remitted daily to the Ouachita Parish Sheriff's Office. Receipts on behalf of the Morehouse Parish Sheriff's Office are remitted daily to the Morehouse Parish Sheriff's Office.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

Misdemeanor Probation - Restitution Fund. The purpose of this fund is to administer supervised probation for misdemeanor charges. Receipts on behalf of third parties regarding court ordered restitution are remitted daily to various recipients designated by court record.

Misdemeanor Probation - Criminal Court Fund. The purpose of this fund is to administer supervised probation for misdemeanor charges. Receipts on behalf of the Fourth District Court Criminal Court Fund are remitted daily to the Criminal Court Fund, Fourth District Court.

Misdemeanor Probation - Drug Court Fund. The purpose of this fund is to administer supervised probation for misdemeanor charges. Receipt on behalf of the Ouachita Parish Police Jury Drug Court Fund are remitted daily to the Drug Court Fund, Ouachita Parish Police Jury. The Fourth Judicial District assumed the responsibilities of the Drug Court Fund in September, 2000 from the Ouachita Parish Police Jury.

Account Group

General Fixed Asset Account Group

The accounting and recording treatment applied to the fixed assets associated with a fund are determined by its measurement focus.

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group and are recorded as expenditures in the governmental fund types when purchased. The Fourth Judicial District Court has elected to capitalize office furnishings and equipment, courtroom equipment and security equipment. No depreciation has been provided on general fixed assets.

All fixed assets are stated at historical cost.

All governmental fund type operations are accounted for on a spending of "financial flow" measurement focus and only current assets and current liabilities are generally included on their balance sheets.

BASIS OF ACCOUNTING: The Fourth Judicial District Court utilizes the modified accrual basis of accounting. Its revenues are recognized when they become measurable and available as net current assets. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred except that principal and interest on general long-term debt is recognized when due. Purchase of various operating supplies are regarded as expenditures at the time purchased.

BUDGETS AND BUDGETARY ACCOUNTING: The Fourth Judicial District Court follows these procedures in establishing the budgetary data reflected in these financial statements:

1. The Court Administrator prepares a proposed budget for the General Fund and each Special Revenue Fund and submits same to the Chief Judge, prior to the beginning of each fiscal year.
2. The Chief Judge, Fourth Judicial District Court, signs written approval of the budgets.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

3. Budgetary amendments involving the transfer of funds from one program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Chief Judge.
4. All budgetary appropriations lapse at the end of each fiscal year.
5. Budgets for the General Fund (Judicial Expense Fund), and Special Revenue Funds (Child Support Fund, Misdemeanor Probation Fund, and Drug Court Fund), are adopted on a basis consistent with generally accepted accounting principles (GAAP).

BUDGET VARIANCE: The significant variation of actual expenses in the areas of salaries, payroll related expenses, office supplies, and insurance were primarily due to the uncertainties of budgeting. The Chief Judge and Judges were aware of the variances and approved the additional expenses.

CASH AND CASH EQUIVALENTS: Cash includes amounts in demand deposits, interest-bearing demand deposits, money market accounts, and time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

INVESTMENTS: In accordance with GASB Statement No. 31, the Court's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the credit standing of the issuer or by other factors, it is reported at fair value. The term "short-term" refers to investments, which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes.

INTERFUND RECEIVABLES/PAYABLES: Short-term interfund loans are classified as interfund receivables/payables.

PREPAID ITEMS: Advance payments for rent are expensed as the period lapses. The balance in prepaid expense represents advance rent payments due to expire during the subsequent month.

COMPENSATED ABSENCES: The Fourth Judicial District Court accrues compensated absence expense based on unused vacation available to employees as of the last day of the fiscal year. Effective January 1, 1998, unused vacation will be accumulated, therefore all of the accrued compensated absence is recognized as a current year expenditure in the governmental funds. Accumulated sick leave is non-compensable, therefore, no provision has been made for unused sick leave, except in the Misdemeanor Probation and Drug Court Funds.

FUND EQUITY: Designated fund balances represent tentative plans for future use of financial resources.

INTERFUND TRANSACTIONS: Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

TOTAL COLUMNS ON COMBINED STATEMENTS: Total columns on the combined statements are captioned "Total (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS

NOTE 2 EXPENDITURES - ACTUAL AND BUDGET

COMPARATIVE DATA: Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Fourth Judicial District Court's financial position and operations. However, comparative (ie., presentation of prior year totals by fund type) data have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

USE OF ESTIMATES: The preparation of component unit financial statements in conformity with *generally accepted accounting principles requires management to make estimates and assumptions* that effect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

The Judicial Expense Fund had total actual expenses more than total budgeted expenses for the year ended June 30, 2001 by \$34,208. Expenses that varied from budgeted amounts by over (5%) five percent within the government funds were as follows:

	Budgeted	Actual	Favorable (Unfavorable) Variance
	\$	\$	\$
General Fund (Judicial Expense Fund)			
Court reporter costs	4,980	4,363	617
Internet access	2,390	2,040	350
Miscellaneous	1,390	1,143	247
Office supplies and postage	11,155	9,276	1,879
Professional fees	65,916	72,842	(6,926)
Repairs, maintenance and warranty	3,977	4,274	(297)
Seminars, meetings, travel and training	23,782	16,046	7,736
Special Revenue Funds (Child Support, Misdemeanor Probation and Drug Court Funds)			
Asset expenditures	\$ 1,137	\$ 2,500	\$ (1,363)
Insurance	51,823	48,507	3,316
Miscellaneous	1,043	1,825	(782)
Office supplies, postage	19,944	33,009	(13,065)
Payroll taxes	10,647	6,943	3,704
Reference materials and dues	1,574	4,770	(3,196)
Repairs, maintenance and warranty	4,068	5,771	(1,703)
Salaries	317,687	344,704	(27,017)
Seminars, meetings, travel and training	6,959	7,856	(897)
Telephone	4,103	2,542	1,561
Utilities	125	406	(281)

The Unfavorable variances for the current period were due to the uncertainties involved with budgeting. The Chief Judge and Judges were aware of the variances and approved the additional expenses.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 3 DEPOSITS AND INVESTMENTS

A. Cash and Cash Equivalents

Included as cash and cash equivalents are bank accounts and short-term investments, especially certificates of deposit.

At June 30, 2001, the Fourth Judicial District Court had cash and cash equivalents (book balances) totaling \$935,049 as follows:

Interest-bearing demand deposits	\$ 245,049
Time deposits	<u>690,000</u>
Total	<u>\$ 935,049</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. At June 30, 2001, the Fourth Judicial District Court had \$985,145 in deposits (collected bank balances). These deposits are secured from risk by \$590,000 of federal deposit insurance (Category 1) and \$395,145 of pledged securities held by the bank's agent in the name of the bank (Category 3).

In accordance with LRS 49:321, state depositing authorities shall require as security for deposit of state funds authorized bonds or other interest bearing notes; authorized promissory notes, warrants, or certificates of indebtedness unmaturing or payable on demand. Fair value, excluding interest, of such securities held by the depositing authority shall be equal to 100% of the amount on deposit to the credit of the depositing authority except that portion appropriately insured. Designated depositories may be granted a period not to exceed five days from the date of any deposit to post the necessary security.

Category 1 represents deposits insured (inclusive of FDIC, SIPC, or similar federal security) or collateralized with securities held by the Court or its agent in the Court's name. Category 2 represents deposits collateralized with securities held by the pledging financial institution's trust department or agent in the Court's name. Category 3 represents deposits uncollateralized including any securities held for the entity but not in the Court's name.

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the securities within 10 days of being notified by the Fourth Judicial District Court that the fiscal agent has failed to pay deposited funds upon demand.

B. Investments

Similar to cash deposits, investments held at a financial institution can be categorized according to three levels of risk. These three levels of risk are:

Category 1: Investments that are insured, registered or held by the entity or by its agent in the Court's name.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 3 DEPOSITS AND INVESTMENTS (con't)

B. Investments

Category 2: Investments that are uninsured and unregistered held by the counterparty's trust department or agent in the Court's name.

Category 3: Uninsured and unregistered investments held by the counterparty, it's trust or it's agent, but not in the Court's name.

The Court invests in the Louisiana Asset Management Pool (LAMP) which is administered by LAMP, Inc. These approved investments are carried at cost (See Note 1), which approximates market and may be liquidated as needed. This investment pool has not been assigned a risk category since the Court is not issued securities, but rather owns an undivided beneficial interest in the assets of the pool. The carrying value of investments owned at year end was \$1,123,810 (Louisiana Asset Management Pool or LAMP) which approximates market as required by GASB 31.

Louisiana Asset Management Pool (LAMP) was created as a cooperative endeavor in 1993 to assist local Louisiana governmental entities with the investment of their cash balances. LAMP is not a bank and an investment in LAMP constitutes a direct investment in the assets constituting the pool, not a deposit. Investments in LAMP are not insured by the Federal Depository Insurance Corporation or any other federal agency. Collateralization requirements are not applicable when participating in the pool.

NOTE 4 DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units consisted of the following:

	<u>2001</u>	<u>June 30, 2000</u>
General Fund		
Judicial Expense Fund		
Court fees-Ouachita Parish, Sheriff Department State of Louisiana	\$ 8,486	\$ 8,030
Court fees-Ouachita Parish, Clerk of Court State of Louisiana	3,165	3,150
Court fees-Morehouse Parish, Sheriff Department State of Louisiana	3,162	3,279
Court fees-Morehouse Parish, Clerk of Court State of Louisiana	915	1,365
Travel expense reimbursement - Justice Department, State of Louisiana	<u>15,408</u>	<u>5,794</u>
Totals	<u>\$ 31,136</u>	<u>\$ 21,618</u>
Special Revenue Funds		
Child Support		
Court fees - Department of Health and Human Resources, State of Louisiana	\$ 36,336	\$ 33,591
Drug Court Fund		
Addictive Disorders - Department of Health and Human Resources, State of Louisiana	<u>9,788</u>	
Totals	<u>\$ 46,124</u>	<u>\$ 33,591</u>

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 5 FIXED ASSETS

Property and equipment of all funds are stated at historical cost. Governmental fund fixed assets are recorded in the General Fixed Asset Account Group and are not depreciated.

Assets purchased under the FINS Grant Program (see Note 12) are currently being accounted for in the General Fixed Asset Account Group. However, under the provisions of the Grant contracts the assets are the property of the State of Louisiana. The State of Louisiana has instructed the Fourth Judicial District Court, Judicial Expense Fund to maintain control and ownership. The State of Louisiana, Office of Social Services retains reversioning rights in those assets. The total amount of assets purchased under this program during the years ended June 30, 2001 and 2000 were none and \$5,045, respectively.

A summary of changes in general fixed assets follows:

	Balance July 1, 2000	Additions	Deletions	Balance June 30, 2001
Equipment and furnishings				
Office	\$ 364,482	\$ 28,613		\$ 393,095
Courtroom	35,535			35,535
Security	4,550			4,550
	<u>\$ 404,567</u>	<u>\$ 28,613</u>	<u>\$</u>	<u>\$ 433,180</u>
	Balance July 1, 1999	Additions	Deletions	Balance June 30, 2000
Equipment and furnishings				
Office	\$ 327,175	\$ 37,307	\$	\$ 364,482
Courtroom	34,331	1,204		35,535
Security	4,550	0		4,550
	<u>\$ 366,056</u>	<u>\$ 38,511</u>	<u>\$</u>	<u>\$ 404,567</u>

NOTE 6 PENSION PLANS

Plan Description. Many employees of the Court are members of the Louisiana State Employees' Retirement System (LASERS), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The LASERS provides retirement benefits as well as disability and survivor benefits. Benefits are established and amended by state statute. Benefits granted by the LASERS are guaranteed by the State of Louisiana under provisions of the Louisiana Constitution of 1974. The LASERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Louisiana State Employees' Retirement, Post Office Box 44213, Baton Rouge, Louisiana 70804-4213, or by calling (225) 922-0600.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 6 PENSION PLANS (Con't)

Funding Policy. Plan members of the Court are required by state statute to contribute 7.5 percent of their annual covered salary and the Court (employer) is required to contribute at an actuarially determined rate. The current employer rate is 13 and 12.3 percent of annual covered payroll as of June 30, 2001 and 2000, respectively. The contribution requirements of plan members and the Court are established and may be amended by state statute. As provided by state statute, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Court's employer contributions to the LASERS for the years ending June 30, 2001, 2000, and 1999, were \$25,466, \$25,054, and \$17,638, respectively, equal to the required contributions for each year.

Other Plan Description. The employees that are not members of LASERS are members of the Parochial Employees' Retirement System of Louisiana (System), a multiple-employer (cost-sharing), Public Employee Retirement System (PERS), controlled and administered by a separate board of trustees. This System is composed of two distinct plans, Plan A and Plan B with separate assets and benefit provisions. The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, P.O. Box 14619, Baton Rouge, Louisiana 70898-4619 or by calling (225) 928-1361

Other Plan Funding Policy. To this system plan members are required to contribute 9.5 percent of their annual covered salary and this court reimburses the primary government, the Ouachita Parish Police Jury and Morehouse Parish Clerk of Court for retirement contributions at actuarially determined rates made into the System. The current employer rate is 7.6 percent of annual covered payroll. The Court reimbursed \$13,945, \$12,717, and \$12,704 to the Ouachita Parish Police Jury for contributions to the System during the years ending June 30, 2001, 2000 and 1999, respectively, as its share of contributions, equal to the required contributions for each year. The Court reimbursed \$1,719 to the Morehouse Parish Clerk of Court for contributions to the System during the year ending June 30, 2001, as its share of contributions, equal to the required contributions for the year.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 7 DUE TO OTHER GOVERNMENTAL UNITS

Accounts due to other governmental units consist of the following:

	June 30,	
	2001	2000
General Fund		
Judicial Expense Fund		
Ouachita Parish Sheriff Department-State of Louisiana	\$ 14,245	14,245
Ouachita Parish Police Jury - State of Louisiana	274	141
Morehouse Parish Police Jury - State of Louisiana	5,690	
Louisiana State Employee's Retirement System	1,291	
State of Louisiana, Department of Revenue and Taxation	598	29
Total General Fund	\$ 22,098	\$ 14,415
Special Revenue Funds		
Child Support Fund		
Ouachita Parish Police Jury - State of Louisiana	\$ 3,232	\$ 966
Morehouse Parish Clerk of Court - State of Louisiana	1,947	3,219
State of Louisiana, Unemployment Compensation Control System	652	
Louisiana State Employee's Retirement System	1,683	753
Court Services Fund (Misdemeanor and Drug Court)		
Ouachita Parish Police Jury - State of Louisiana	14,444	7,978
Louisiana State Employee's Retirement System	267	99
State of Louisiana, Unemployment Compensation Control System	103	
Total Special Revenue Funds	\$ 22,328	\$ 13,015

NOTE 8 COMPENSATED ABSENCES

At June 30, 2001, employees of the Fourth Judicial District Court have accumulated and vested \$31,735 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. Of this amount, \$3,123 is recorded as an obligation of the General Fund and \$28,612 is recorded as an obligation of the Special Revenue Funds.

At June 30, 2000, employees of the Fourth Judicial District Court had accumulated and vested \$14,600 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. Of this amount, \$2,924 is recorded as an obligation of the General Fund and \$11,676 is recorded as an obligation of the Special Revenue Funds.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 9 COMMITMENTS

The Fourth Judicial District Court has operating leases as follows:

Special Revenue Funds

Child Support Fund: On March 10, 1994 the Fourth Judicial District Court agreed to sublease from the Ouachita Parish Police Jury a noncancellable operating lease primarily for courtroom and office space at 604 North Third, Monroe, Louisiana. The lease may be cancellable in the event of a lack of funding. They also entered into a cancelable operating lease for parking space adjacent to this courtroom. Rental expense under these operating lease agreements was \$1,800 during fiscal year ending June 30, 2000. The lease options expired August 31, 1999.

Child Support Fund: On June 25, 1999 the Fourth Judicial District Court agreed to sublease from the Ouachita Parish Police Jury a noncancellable operating lease primarily for office space with a municipal address of 247 South Grand Street, Monroe, Louisiana. The lease term commenced July 1, 1999 for twelve months with one (1) option to renew. The lease may be canceled in the event of a lack of funding. Rental expense under this operating lease agreement was \$8,550 during fiscal year ending June 30, 2000. This sublease terminated April 1, 2000.

Misdemeanor Probation Fund : On August 19, 1998, the Fourth Judicial District Court agreed to sublease from the Ouachita Parish Police Jury a noncancellable operating lease for office space at 102 St. John, Monroe, Louisiana. The lease term is for twelve (12) months, commencing September 1, 1998 and ending August 31, 1999. An option to renew this lease was exercised and extended same for one (1) year period with a five (5%) percent increase. The lease term was then for twelve (12) months, commencing September 1, 1999 and ending August 31, 2000. An option to renew this lease has been exercised and extended same for another one (1) year period with a five (5%) percent increase. The new lease term is for twelve (12) months, commencing September 1, 2000 and ending August 31, 2001. Rental expense under this operating lease agreement was \$28,593 and \$21,750 during the fiscal years ending June 30, 2001 and 2000, respectively.

The minimum annual commitments under noncancellable operating leases are as follows:

Special Revenue Fund	Misdemeanor Probation Fund
Year Ending June 30,	_____
2002	\$ 5,116
Total	\$ 5,116

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 10 CHANGES IN AGENCY FUND DEPOSITS DUE OTHERS

A summary of changes in agency fund deposits due others follows:

	<u>Balance at Beginning of Year</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance at End of Year</u>
Agency Funds:				
Child Support Fund				
Department of Health and Human Resources, Monroe, Louisiana	\$ 0	\$ 0	\$ 0	\$ 0
Misdemeanor Probation Fund				
Ouachita Parish Sheriff's Department, Monroe, Louisiana	0	5,290	5,290	0
Morehouse Parish Sheriff's Department, Bastrop, Louisiana	0	2,874	2,874	0
Indigent Defender Board, Monroe, Louisiana	0	6,115	6,115	0
Restitution Recipients, Fourth District, State of Louisiana	42	37,537	37,529	50
Drug Court Fund, Ouachita Parish Police Jury, Monroe, Louisiana	0	0	0	0
	<u>\$ 42</u>	<u>\$ 51,816</u>	<u>\$ 51,808</u>	<u>\$ 50</u>

NOTE 11 JOINT VENTURES

The Child Support Fund has entered into agreements with the Ouachita Parish Police Jury, Ouachita Clerk of Court, and the Morehouse Clerk of Court for reimbursement of salaries, payroll taxes, group insurance, retirement and workman's compensation related to employees. The Misdemeanor Probation Fund and Drug Court Fund have also entered into agreements with the Ouachita Parish Police Jury for reimbursement of salaries, payroll taxes, group insurance, retirement and workman's compensation related to employees. The Fourth Judicial District Court, Child Support Fund, and Misdemeanor Probation Fund have also entered into agreements with the Ouachita Parish Police Jury to reimburse them for rents (see Note 9 - Commitments). The Ouachita Parish Police Jury also bills the Child Support Fund one dollar per page filed by that office to reimburse it for costs directly related to the Child Support enforcement program included in these financial statements as a special revenue fund. The Ouachita Parish Police Jury and Morehouse Parish Police Jury are reimbursed one dollar per page per case filed by those offices for costs directly related to the indigent cases of the Judicial Expense Fund included in these financial statements as a general fund expense. As the Fourth Judicial District Court, Child Support Fund, Misdemeanor Probation Fund, and Drug Court Fund reimburses the other governmental units, the appropriate expense accounts are debited and reflected in the financial statements.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS

NOTE 12 GRANT PROGRAM

The Fourth Judicial District Court, Judicial Expense Fund, has entered into a contract with the Office of Community Services, State of Louisiana under the "Families In Need of Services Program" (FINS) *certified by Chief Judge Charles E. Joiner April 8, 1999. The contract was approved and funded for the period beginning January 1, 1999 until December 31, 1999 for \$44,241. The Court agreed to furnish the administration and implementation of Families In Need of Services, Title VII of the Louisiana Children's Code, within the Fourth Judicial District, State of Louisiana.*

The Fourth Judicial District Court, Judicial Expense Fund, has entered into another contract with the Louisiana Supreme Court, State of Louisiana under the "Families In Need of Services Program" (FINS). The contract was approved for the period beginning January 1, 2000 until December 31, 2000 and funded monthly from January 1, 2000 until June 30, 2000 for \$26,322 and July 1, 2000 until December 31, 2000 for \$22,310.

The Fourth Judicial District Court, Judicial Expense Fund, continues to participate in another contract with the Louisiana Supreme Court, State of Louisiana under the "Families In Need of Services Program" (FINS). The contract was continued for the period beginning January 1, 2001 until December 31, 2001 and funded monthly from January 1, 2001 until June 30, 2001 for \$22,235.

The total expenditures of the Fourth Judicial District Court, Judicial Expense Fund related to these programs was \$44,545 and \$72,940 for the fiscal years ended June 30, 2001 and 2000, respectively.

NOTE 13 RISK MANAGEMENT

The Fourth Judicial District Court, Judicial Expense Fund is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions and natural disasters for which the Fourth Judicial District Court, Judicial Expense Fund carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
As of and For the Year Ended June 30, 2001**

**COMPONENT UNIT FINANCIAL STATEMENTS OF
INDIVIDUAL FUND AND ACCOUNT GROUPS**

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
As of and For the Year Ended June 30, 2001**

**GENERAL FUND
(JUDICIAL EXPENSE FUND)**

To account for resources traditionally associated with government which are not required to be accounted for in another fund.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA
GENERAL FUND**

**SUPPLEMENTAL INFORMATION SCHEDULES
COMPARATIVE BALANCE SHEETS
June 30, 2001 and 2000**

ASSETS

	<u>2001</u>	<u>2000 (Memo randum Only)</u>
Cash-in-bank	\$ 364,371	\$ 424,122
Investments - LAMP	100,519	\$
Due from other governmental units	<u>31,136</u>	<u>21,618</u>
Total assets	<u>\$ 496,026</u>	<u>\$ 445,740</u>

LIABILITIES AND FUND EQUITY

LIABILITIES:

Accrued and other liabilities	\$ 4,892	\$ 8,506
Due to State of Louisiana Group Benefits Plan (insurance withheld)	304	
Due to other governmental units (payroll taxes and overpaid court fees)	22,098	14,415
Compensated absences payable	<u>3,123</u>	<u>2,924</u>
Total liabilities	<u>\$ 30,417</u>	<u>\$ 25,845</u>

FUND BALANCE - UNRESERVED:

Undesignated	\$ 464,543	\$ 409,286
Designated	<u>1,066</u>	<u>10,609</u>
Total fund equity	<u>\$ 465,609</u>	<u>\$ 419,895</u>
Total liabilities and fund equity	<u>\$ 496,026</u>	<u>\$ 445,740</u>

**FOURTH JUDICIAL DISTRICT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
GENERAL FUND TYPE (JUDICIAL EXPENSE FUND) - BUDGET (GAAP BASIS) AND ACTUAL
Year Ended June 30, 2001**

With Comparable Actual Amounts For Year Ended June 30, 2000

	2001			2000
	(Amended June, 2001) Budget	Actual	Variance - Favorable (Unfavorable)	(Memo- random Only)
REVENUE				
Court fees - Ouachita Parish	\$ 175,798	\$ 176,966	\$ 1,168	\$ 180,381
- Morehouse Parish	54,103	52,186	(1,917)	47,655
Grant revenue	44,470	44,545	75	26,322
Interest income	26,813	25,717	(1,096)	19,082
Other income	1,425	88	(1,337)	2,009
Total revenues	\$ 302,609	\$ 299,502	\$ (3,107)	\$ 275,449
EXPENDITURES				
Current				
General government				
Assets expenditures	\$ 25,229	\$ 26,110	\$ (881)	\$ 26,513
Court reporter costs	4,980	4,363	617	3,574
Insurance expense	8,528	8,366	162	6,524
Internet access	2,390	2,040	350	1,716
Miscellaneous	1,390	1,143	247	396
Office supplies and postage	11,155	9,276	1,879	9,758
Payroll taxes	2,514	2,517	(3)	2,885
Professional fees	65,916	72,842	(6,926)	88,934
Reference materials and dues	6,995	7,218	(223)	2,428
Rent - equipment & parking	11,185	10,861	324	10,913
Repair, maintenance, and warranty	3,977	4,274	(297)	6,550
Retirement expense	9,822	10,133	(311)	9,453
Salaries	75,556	77,771	(2,215)	76,725
Seminars, meetings, travel and training	23,782	16,046	7,736	7,818
Telephone and utility expense	838	828	10	538
Total expenditures	\$ 254,257	\$ 253,788	\$ 469	\$ 254,725
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	\$ 48,352	\$ 45,714	\$ (2,638)	\$ 20,724
OTHER FINANCING SOURCES				
Operating transfers in	\$	\$	\$	\$
Operating transfers out				
Total other financing sources (uses)	\$ 0	\$ 0	\$ 0	\$ 0
EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$ 48,352	\$ 45,714	\$ (2,638)	\$ 20,724
FUND BALANCE - BEGINNING	419,895	419,895		399,171
FUND BALANCE - ENDING	\$ 468,247	\$ 465,609	\$ (2,638)	\$ 419,895

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
As of And For the Year Ended June 30, 2001**

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULE
SPECIAL REVENUE FUNDS
COMBINING BALANCE SHEETS**

June 30, 2001

With Comparable Year Actual Amounts for June 30, 2000

	2001			2000
	Child Support Fund	Court Services Fund	Total	Total (Memo- random Only)
ASSETS				
Assets:				
Cash and cash equivalents	\$ 383,025	\$ 187,603	\$ 570,628	\$ 1,096,701
Investments-LAMP	916,646	106,645	1,023,291	297,235
Prepaid expenses and deposits	450		450	768
Due from State of Louisiana	36,336	9,788	46,124	33,591
TOTAL ASSETS	<u>\$ 1,336,457</u>	<u>\$ 304,036</u>	<u>\$ 1,640,493</u>	<u>\$ 1,428,295</u>
LIABILITIES AND FUND EQUITY				
Liabilities:				
Accounts and other payables	\$ 8,037	\$ 3,396	\$ 11,433	\$ 12,466
Due to other governmental units	7,514	14,814	22,328	13,015
Compensated absences	5,950	22,660	28,610	11,676
Total liabilities	<u>\$ 21,501</u>	<u>\$ 40,870</u>	<u>\$ 62,371</u>	<u>\$ 37,157</u>
Fund Equity:				
Fund balances				
Unreserved				
Undesignated	\$ 1,314,956	\$ 263,166	\$ 1,578,122	\$ 1,342,132
Designated				49,006
Total fund equity	<u>\$ 1,314,956</u>	<u>\$ 263,166</u>	<u>\$ 1,578,122</u>	<u>\$ 1,391,138</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 1,336,457</u>	<u>\$ 304,036</u>	<u>\$ 1,640,493</u>	<u>\$ 1,428,295</u>

FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA

SUPPLEMENTAL INFORMATION SCHEDULES
SPECIAL REVENUE FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
For The Year Ended June 30, 2001
With Comparable Year Actual Amounts
For The Year Ended June 30, 2000

	2001				2000
	Child Support Fund	Misde-Meanor Probation Fund	Drug Court Fund	Total	Total (Memorandum Only)
REVENUES					
Court fees	\$ 430,206	\$ 216,814	\$ 17,412	\$ 664,432	\$ 634,832
Addictive disorder receipts			75,000	75,000	
Interest income	67,499	15,638		83,137	68,163
Other income	3			3	26
Total revenues	\$ 497,708	\$ 232,452	\$ 92,412	\$ 822,572	\$ 703,021
EXPENDITURES					
Current					
General government					
Asset expenditures	\$ 270	\$ 1,452	\$ 778	\$ 2,500	\$ 12,001
Insurance	16,989	24,912	6,606	48,507	53,120
Internet access	2,320			2,320	1,486
Miscellaneous	1,016	20	789	1,825	3,008
Office supplies and postage	7,572	3,346	22,091	33,009	14,274
Payroll taxes	4,340	1,923	680	6,943	7,394
Professional fees	62,016	29,153	13,349	104,518	71,229
Reference materials and dues	4,740	30		4,770	30,607
Rent	10,436	22,517	8,990	41,943	44,005
Repairs, maintenance, and warranty	2,756	1,434	1,581	5,771	9,888
Retirement	18,369	8,781	3,847	30,997	31,352
Salaries	163,747	123,414	57,543	344,704	325,650
Seminars, meetings, travel and training	5,390	2,466		7,856	3,416
Telephone	819	1,723		2,542	650
Utilities			406	406	1,694
Total expenditures	\$ 300,780	\$ 221,171	\$ 116,660	\$ 638,611	\$ 609,774
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	\$ 196,928	\$ 11,281	\$ (24,248)	\$ 183,961	\$ 93,247
OTHER FINANCING SOURCES (USES)					
Operating transfers in	\$	\$	\$ 3,023	\$ 3,023	\$
Operating transfers out					
Total other financing sources (uses)	\$ 0	\$ 0	\$ 3,023	\$ 3,023	\$
EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$ 196,928	\$ 11,281	\$ (21,225)	\$ 186,984	\$ 93,247
FUND BALANCES (DEFICIT) AT BEGINNING OF YEAR	\$ 1,118,028	\$ 273,110	\$	\$ 1,391,138	1,297,891
FUND BALANCES (DEFICIT) AT END OF YEAR	\$ 1,314,956	\$ 284,391	\$ (21,225)	\$ 1,578,122	\$ 1,391,138

FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
SPECIAL REVENUE FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET (GAAP BASIS) AND ACTUAL - BY FUND
YEAR ENDED JUNE 30, 2001
WITH COMPARABLE ACTUAL AMOUNTS FOR YEAR ENDED JUNE 30, 2000

	CHILD SUPPORT FUND				MISDEMEANOR PROBATION FUND			
	2001		Variance Favorable (Unfavorable)	2000	2001		Variance Favorable (Unfavorable)	2000
	(Amended June 15, 2001) Budget	Actual		(Memo- random Only)	(Amended June 15, 2001) Budget	Actual		(Memo- rando Only)
REVENUES								
Court fees	\$ 432,414	\$ 430,206	\$ (2,208)	\$ 425,029	\$ 175,896	\$ 216,814	\$ 40,918	\$ 209,803
Addictive disorder								
Interest income	67,809	67,499	(310)	61,863	17,487	15,638	(1,849)	16,300
Other income	3	3		26				
Total revenues	\$ 500,226	\$ 497,708	\$ (2,518)	\$ 476,918	\$ 193,383	\$ 232,452	\$ 39,069	\$ 226,103
EXPENDITURES								
Current								
General government								
Asset expenditures	\$ 898	\$ 270	\$ 628	\$ 11,693	\$ 239	\$ 1,452	\$ (1,213)	\$ 308
Insurance	17,192	16,989	203	19,707	26,083	24,912	1,171	33,413
Internet access	2,320	2,320		1,486				
Miscellaneous	1,043	1,016	27	2,331		20	(20)	677
Office supplies & other	8,100	7,572	528	7,970	1,851	3,346	(1,495)	6,304
Payroll taxes	4,437	4,340	97	4,759	5,576	1,923	3,653	2,635
Professional fees	61,824	62,016	(192)	46,685	25,791	29,153	(3,362)	24,644
Reference materials and dues	1,100	4,740	(3,640)	16,721	474	30	444	14,886
Rent	10,780	10,436	344	19,885	22,637	22,517	120	24,120
Repairs, maintenance and warranty	2,755	2,756	(1)	8,036	738	1,434	(696)	1,852
Retirement	18,195	18,369	(174)	18,002	9,449	8,781	668	13,350
Salaries	160,456	163,747	(3,291)	169,770	107,968	123,414	(15,446)	165,880
Seminars, meetings, travel and training	5,337	5,390	(53)	877	1,622	2,466	(844)	2,539
Telephone	819	819		650	2,047	1,723	324	
Utilities				1,694				
Total expenditures	\$ 295,256	\$ 300,780	\$ (5,524)	\$ 319,266	\$ 204,475	\$ 221,171	\$ (16,696)	\$ 290,508
EXCESS OF REVENUES OVER EXPENDITURES	\$ 204,970	\$ 196,928	\$ (8,042)	\$ 157,652	\$ (11,092)	\$ 11,281	\$ 22,373	\$ (64,405)
OTHER FINANCING SOURCES								
Operating transfers in	\$	\$	\$	\$	\$	\$	\$	\$
Operating transfers out								
Totals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$ 204,970	\$ 196,928	\$ (8,042)	\$ 157,652	\$ (11,092)	\$ 11,281	\$ 22,373	\$ (64,405)
FUND BALANCE - BEGINNING	1,118,028	1,118,028		960,376	273,110	273,110		337,515
FUND BALANCE - ENDING	\$ 1,322,998	\$ 1,314,956	\$ (8,042)	\$ 1,118,028	\$ 282,018	\$ 284,391	\$ 22,373	\$ 273,110

DRUG COURT FUND			
(Amended June 25, 2001) Budget	2001		2000 (Memo- random Only)
	Actual	Variance Favorable (Unfavorable)	
\$ 11,920	\$ 17,412	\$ 5,492	\$
75,000	75,000		
<u>\$ 86,920</u>	<u>\$ 92,412</u>	<u>\$ 5,492</u>	<u>\$</u>

TOTAL SPECIAL REVENUE FUND			
Budget	2001		2000 (Memo- random Only)
	Actual	Variance Favorable (Unfavorable)	
\$ 620,230	\$ 664,432	\$ 44,202	\$ 634,832
75,000	75,000		
85,296	83,137	(2,159)	68,163
3	3		26
<u>\$ 780,529</u>	<u>\$ 822,572</u>	<u>\$ 42,043</u>	<u>\$ 703,021</u>

\$ 8,548	\$ 778	\$ (778)	\$
	6,606	1,942	
	789	(789)	
9,993	22,091	(12,098)	
634	680	(46)	
19,763	13,349	6,414	
10,250	8,990	1,260	
575	1,581	(1,006)	
3,815	3,847	(32)	
49,263	57,543	(8,280)	
1,237		1,237	
125	406	(281)	
<u>\$ 104,203</u>	<u>\$ 116,660</u>	<u>\$ (12,457)</u>	<u>\$</u>

\$ 1,137	\$ 2,500	\$ (1,363)	\$ 12,001
51,823	48,507	3,316	53,120
2,320	2,320		1,486
1,043	1,825	(782)	3,008
19,944	33,009	(13,065)	14,274
10,647	6,943	3,704	7,394
107,378	104,518	2,860	71,229
1,574	4,770	(3,196)	30,607
43,667	41,943	1,724	44,005
4,068	5,771	(1,703)	9,888
31,459	30,997	462	31,352
317,687	344,704	(27,017)	325,650
6,959	7,856	(897)	3,416
4,103	2,642	1,561	650
125	406	(281)	1,694
<u>\$ 603,934</u>	<u>\$ 638,611</u>	<u>\$ (34,677)</u>	<u>\$ 609,774</u>

\$ (17,283)	\$ (24,248)	\$ (6,965)	\$
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\$ 176,595	\$ 183,961	\$ 7,366	\$ 93,247
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\$	\$ 3,023	\$ 3,023	\$
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\$	\$ 3,023	\$ 3,023	\$
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\$	\$ 3,023	\$ 3,023	\$
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\$ 0	\$ 3,023	\$ 3,023	\$ 0
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\$ (17,283)	\$ (21,226)	\$ (3,942)	\$
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\$ 176,595	\$ 186,984	\$ 10,389	\$ 93,247
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\$ (17,283)	\$ (21,226)	\$ (3,942)	\$
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1,391,138	1,391,138		1,297,891
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<u>\$ 1,567,733</u>	<u>\$ 1,578,122</u>	<u>\$ 10,389</u>	<u>\$ 1,391,138</u>
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**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
As of and For the Year Ended June 30, 2001**

**FIDUCIARY FUNDS
(AGENCY FUNDS)**

To account for assets held by the Fourth Judicial District Court, Judicial Expense Fund on behalf of others as their agent.

**FOURTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 MONROE, LOUISIANA
 AGENCY FUNDS**

**SUPPLEMENTAL INFORMATION SCHEDULES
 COMBINING BALANCE SHEET
 JUNE 30, 2001**

	Department of Health and and Human Resources Fund	Misdemeanor Probation Fine Fund	Indigent Defender Board Fund	Misdemeanor Probation Restitution Fund	Misdemeanor Probation Drug Court Fund	Total
ASSETS						
Cash and cash equivalents	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50
Total Assets	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50
LIABILITIES AND FUND EQUITY						
Liabilities:						
Deposits due others	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50
Total Liabilities	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50
Fund Equity - fund balances:						
Unreserved - undesignated	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Fund Equity	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Liabilities and Fund Equity	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50

FOURTH JUDICIAL DISTRICT COURT
 JUDICIAL EXPENSE FUND
 MONROE, LOUISIANA
 AGENCY FUNDS

SUPPLEMENTAL INFORMATION SCHEDULES
 SCHEDULE OF CHANGES IN DEPOSITS DUE OTHERS

For The Year Ended June 30, 2001
 With Comparable Actual Amounts For Year Ended June 30, 2000

	Department Of Health And Human Resources Fund	Misdemeanor Probation Fines Fund	Indigent Defender Board Fund	Misdemeanor Probation Restitution Fund	Misdemeanor Probation Drug Court Fund	Total	2000 Total (Memo- randum Only)
DEPOSIT BALANCES AT BEGINNING OF YEAR	\$ 0	\$ 0	\$ 0	\$ 42	\$ 0	\$ 42	\$ 2,938
ADDITIONS							
Child support payments collected for Department of Health and Human Resources	\$	\$	\$	\$	\$	\$	\$ 7,087,559
Fines collected for Fourth District Indigent Defender Board fees collected for Fourth District		8,164				8,164	6,864
Restitution payments collected for court ordered distribution			6,115			6,115	6,431
Drug screening fees collected for Drug Court				37,537		37,537	41,686
Total additions	\$ 0	\$ 8,164	\$ 6,115	\$ 37,537	\$ 0	\$ 51,816	\$ 7,146,199
Total	\$ 0	\$ 8,164	\$ 6,115	\$ 37,579	\$ 0	\$ 51,858	\$ 7,149,137
REDUCTIONS							
Disbursements to Department of Health and Human Resources	\$	\$	\$	\$	\$	\$	\$ 7,087,559
Disbursements to Ouachita Parish Sheriff's Office		5,290				5,290	5,295
Disbursements to Morehouse Parish Sheriff's Office		2,874				2,874	1,569
Disbursements to Indigent Defender Board			6,115			6,115	6,461
Disbursements of Restitution to Court Ordered Recipients				37,529		37,529	44,522
Disbursements to Drug Court Fund							3,689
Total reductions	\$ 0	\$ 8,164	\$ 6,115	\$ 37,529	\$ 0	\$ 51,808	\$ 7,149,095
DEPOSIT BALANCES AT END OF YEAR	\$ 0	\$ 0	\$ 0	\$ 50	\$ 0	\$ 50	\$ 42

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
As of And For The Year Ended June 30, 2001**

GENERAL FIXED ASSETS ACCOUNT GROUP

To account for fixed assets not used in proprietary fund operation.

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
COMPARATIVE STATEMENTS OF GENERAL FIXED ASSETS
Years Ended June 30, 2001 and 2000**

	2001	2000 (Memo- randum Only)
GENERAL FIXED ASSETS - at cost		
Office assets	\$	\$
- answering machines	7,438	7,438
- carpet, curtains and blinds	622	622
- computers and software	238,625	215,309
- copiers and shredders	7,917	7,917
- dictation machines	5,475	3,390
- electric heaters and other	4,244	2,954
- furniture	73,195	72,724
- telephone facsimile machines	18,584	18,584
- telephones	36,897	35,446
- typewriters	98	98
	<u>\$ 393,095</u>	<u>\$ 364,482</u>
 Courtroom assets	 \$	 \$
- computers	2,476	2,476
- juror tapes	1,490	1,490
- mobile carts, chairs, and carpet	5,288	5,288
- televisions, VCRs, recording equipment, and amplifiers	26,281	26,281
	<u>\$ 35,535</u>	<u>\$ 35,535</u>
 Security equipment	 \$	 \$
	<u>4,550</u>	<u>4,550</u>
 Total security equipment	 \$	 \$
	<u>4,550</u>	<u>4,550</u>
 Total general fixed assets	 \$	 \$
	<u>433,180</u>	<u>404,567</u>
 INVESTMENT IN GENERAL FIXED ASSETS		
Property acquired from - general fund	\$	\$
Property acquired from - special revenue funds	298,678	272,568
	<u>134,502</u>	<u>131,999</u>
 Total investment in general fixed assets	 \$	 \$
	<u>433,180</u>	<u>404,567</u>

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
STATEMENT OF CHANGES IN GENERAL FIXED ASSETS
Year Ended June 30, 2001**

	Office Assets	Courtroom Assets	Security Assets	Total
General Fixed Assets - Beginning of Year	<u>\$ 364,482</u>	<u>\$ 35,535</u>	<u>\$ 4,550</u>	<u>\$ 404,567</u>
Additions:				
General fund	\$ 26,110	\$	\$	\$ 26,110
Special revenue funds	<u>2,503</u>			<u>2,503</u>
Total additions	<u>\$ 28,613</u>	<u>\$</u>	<u>\$</u>	<u>\$ 28,613</u>
Total Balances and Additions	<u>\$ 393,095</u>	<u>\$ 35,535</u>	<u>\$ 4,550</u>	<u>\$ 433,180</u>
Deductions:				
General fund	\$	\$	\$	\$
Special revenue funds				
Total deductions	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
General Fixed Assets - End of Year	<u>\$ 393,095</u>	<u>\$ 35,535</u>	<u>\$ 4,550</u>	<u>\$ 433,180</u>

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SUPPLEMENTAL INFORMATION SCHEDULES
SCHEDULE OF JUDGES
For The Year Ended June 30, 2001**

Judge D. Milton Moore, III

Judge Michael S. Ingram

Judge Jimmy Dimos

Judge Sharon I. Marchman

Chief Judge Benjamin Jones

Judge Carl Van Sharp

Judge Larry Lolley

Judge Alvin Sharp

Judge Marcus Clark

CAMERON, HINES & HARTT

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Certified Public Accountants

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Honorable Benjamin Jones, Chief Judge
Fourth Judicial District Court
Judicial Expense Fund
Monroe, Louisiana

We have audited the component unit financial statements of the Fourth Judicial District Court, Judicial Expense Fund and a component unit of the Ouachita Parish Police Jury, as of and for the year ended June 30, 2001, and have issued our report thereon dated September 20, 2001. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Fourth Judicial District Court, Judicial Expense Fund's component unit financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Fourth Judicial District Court, Judicial Expense Fund's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the component unit financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Fourth Judicial District Court, Judicial Expense Fund's ability to record, process, summarize and report financial data consistent with the assertions of management in the component unit financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs as item 01-1.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the component unit financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe that the reportable condition described above is not a material weakness.

**The Honorable Benjamin Jones, Chief Judge
Fourth Judicial District Court
Judicial Expense Fund
Page 2**

This report is intended solely for the information and use of management, others within the organization, Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Cameron, Hines & Hartt (APAC)

**West Monroe, Louisiana
September 20, 2001**

FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2001

The Honorable Benjamin Jones, Chief Judge
Fourth Judicial District Court
Judicial Expense Fund
Monroe, Louisiana

We have audited the component unit financial statements of the Fourth Judicial District Court, Judicial Expense Fund as of and for the year ended June 30, 2001, and have issued our report thereon dated September 20, 2001. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of June 30, 2001, resulted in an unqualified opinion.

Section I- Summary of Auditor's Reports

A. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness ___ Yes X No Reportable Conditions X Yes ___ No

Compliance

Compliance Material to Financial Statements ___ Yes X No

B. Federal Awards - N/A

Internal Control

Material Weakness ___ Yes ___ No Reportable Conditions ___ Yes ___ No

Type of Opinion on Compliance
For Major Programs

Unqualified ___ Qualified ___
Disclaimer ___ Adverse ___

Are their findings required to be reported in accordance with Circular A-133, Section .510 (a)?

C. Identification of Major Programs: N/A

CFDA Number(s)

Name of Federal Program (or cluster)

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a "low-risk" auditee, as defined by OMB Circular A-133? N/A

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2001**

Section II - Financial Statement Findings

01-1 Internal Control

Condition:

In our review of the Fourth Judicial District Court, Judicial Expense Fund's internal control, it was noted that there was an absence of appropriate segregation of duties consistent with control objectives in the areas of cash receipts and disbursements.

Criteria:

Internal controls should be in place that provide reasonable assurance that individuals in the cash receipts and disbursements functions do not perform multiple tasks.

Effect:

Because of the failure to provide reasonable assurance that employees do not perform multiple tasks, misstatements could occur, whether intentional or unintentional.

Recommendation:

Procedures should be implemented requiring that different employees perform the various procedures of the cash receipts and disbursements functions.

Response:

The Court Administrator has indicated that due to the size of the operations and limited number of permanent employees, corrections are not practical at this time.

Section III - Federal Award Findings and Question Costs - N/A

**FOURTH JUDICIAL DISTRICT COURT
JUDICIAL EXPENSE FUND
MONROE, LOUISIANA**

**SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2001**

Section I- Internal Control and Compliance Material to the Financial Statements

The finding in the prior year is the same finding referred to as #01-1 in the Schedule of Findings and Questioned Costs for the year ended June 30, 2001.

Section II- Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III- Management Letter

No management letter was issued.